

HOW TO: Print a safety education certificate on Go Wild

STEP 1: Log in to your existing Go Wild account

- Visit the website gowild.wi.gov. Click on the Get Started button.



- Access or Create your Account** - Search for your existing customer record using one of the four options shown below.

The image shows four search options for existing customer records, each in a dark grey button with a plus icon on the right: 'Search by Customer Number', 'Search by Social Security Number', 'Search by Driver's License Number', and 'Search by Visa / Passport Number'.

- Welcome Back!** Your account has been found. Enter your driver license (optional). If you do not wish to enter your driver license, leave the DL state and DL number blank. Select Next when finished.

The image shows the 'Welcome Back, CUSTOMER!' login form. It includes a 'Social Security Number' field with a masked input (***-**-****), a 'Driver's License Issuing State' dropdown menu, and a 'Driver's License ID' text field. At the bottom are 'Cancel' and 'Next' buttons.

- Preferences and Residency.** Answer both questions and select [Next](#)

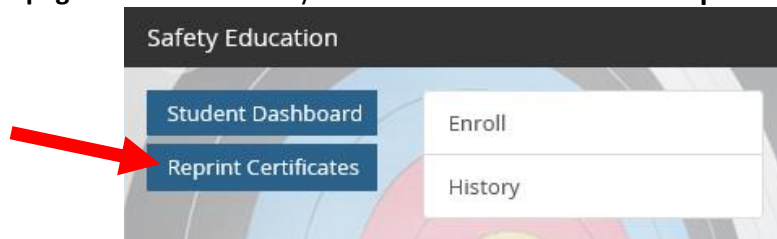
The image shows the 'Preferences and Residency' form. It has two sections: 'When DNR receives a request from a third party for a list of customers or businesses: Required' with radio buttons for 'Include my name/business' and 'Don't include my name/business'; and 'Residency Required' with a question 'Are you a Resident of the State of Wisconsin?' and radio buttons for 'RESIDENT' and 'NON-RESIDENT'. At the bottom are 'Cancel' and 'Next' buttons.

- Review Summary.** Check your personal information (address, phone, email, etc) for accuracy. If changes need to be made, select the [Edit](#) icon. Once everything is confirmed correct, select the [Yes](#) button at the bottom.

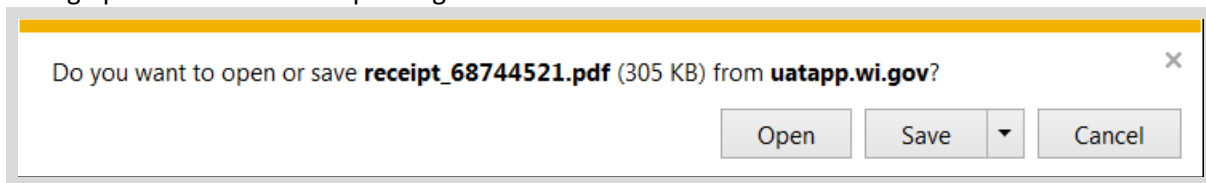
The image shows the 'Review Summary' form. It has a section titled 'Personal Information' with a table of details: CUSTOMER TEST (123 FAKE ST, ANYTOWN, WI 55555, UNITED STATES, (123) 456-7890), Social Security Number (***-**-****), Visa / Passport Number, Date of Birth (02/06/1975), and Issuing Country. A red arrow points to the 'Edit' icon next to the 'Personal Information' section header.

STEP 2: Select and print your certificate


- **Customer Homepage.** Locate the Safety Education section and select **Reprint Certificates**



- **Printing your certificate.** A window will pop up asking if you want to open or save the document. Select open to bring up the documents for printing.



- **Certificate.** Your certificate will print out in a wallet-sized format.



Safety Education Certificate

CUSTOMER TEST	DNR Customer # and Certification #
123 FAKE ST	
ANYTOWN, WI 55555	729-086-322

<u>Certificate</u>	<u>Date Issued</u>
Trapper	
Hunter	

Student
Signature

Copyright © 2017 Department of Natural Resources